ARANDIS TOWN COUNCIL

RE-ADVERTISEMENT: EXTERNAL VACANCY

Arandis Town Council is hereby inviting suitably qualified candidates to apply for the position of Communication Officer.

Job Title	: Communication Officer (C3)
Salary Notch	: N$207 951 – N$216 525
Department	: Corporate Services
Duty Station	: ARANDIS

Primary purpose: To provide communication, publications services and to promote a positive image of the council both internally and externally.

Minimum Requirements:

- 3-years Diploma in Public Relations/communication/Journalism or equivalent plus 5- Years relevant experience
- A Bachelors – Degree in Public Relations or equivalent plus 3 years relevant experience.
- Computer literacy
- Must have valid driving license Code B

Key Performance Areas

- Internal & external communication and publications, Events management
- Promotion of Council image, administrative support services

Remuneration Package including:

- Pension Fund
- 20% House Allowance (house subsidy 40%)
- Transport allowance
- Service bonus (13th cheque)
- Medical Aid scheme, Annual leave etc

Important Notice:

- **Only candidates who meet the above requirements should apply.**
- **Applications must include:**
- **Signed Cover letter, Comprehensive CV, and**
- **Certified copies of ID, certified copies relevant qualifications (foreign qualifications must be evaluated by NQA),**
- **Certified documentation must not be older than six (6) months at the time of application.**

Applications must be submitted on the website portal at www.arandistc.com.na or www.jobportunities.net and For assistance on the portal please contact the Tara Nawa Team on +264 (0)64 402 403 or 081 229 4611.

- **NB: Applications submitted via email, fax, or hard copy will NOT be accepted.**

CLOSING DATE: 21 DECEMBER 2026 @19H00

Stanley Norris (Mr)
CHIEF EXECUTIVE OFFICER

CHIEF EXECUTIVE OFFICER
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19 NOV 2026
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ARANDIS
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